



# WASHOE COUNTY

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CM/ACM	<u>✓</u>
Finance	<u>✓</u>
DA	<u>✓</u>
Risk Mgt.	<u>✓</u>
HR	<u>   </u>
Other	<u>   </u>

**STAFF REPORT**  
**BOARD MEETING DATE: August 9, 2016**

**DATE:** July 22, 2016  
**TO:** Board of County Commissioners  
**FROM:** Al Rogers, Director of Management Services  
 (775) 328-2017 [arogers@washoecounty.us](mailto:arogers@washoecounty.us)  
**THROUGH:** John Slaughter, County Manager  
**SUBJECT:** Discussion and possible approval of Addendum to Inter-local Agreement for Administrative & Technical Services between Washoe County and Truckee Meadows Fire Protection District. (All Commission Districts)

## SUMMARY

This item requests approval of Addendum to Inter-local Agreement for Administrative & Technical Services between Washoe County and Truckee Meadows Fire Protection District.

**Strategic Objective supported by this item:** *Safe Secure and Healthy Communities*

## PREVIOUS ACTION

On July 1, 2012, the Board of Fire Commissioners and the Board of County Commissioners approved an Inter-local Agreement for Administrative & Technical Services. The agreement specifies what services each entity provides to the other and the process for cost allocation and payment.

## BACKGROUND

Upon standup of the Truckee Meadows Fire District the Board of County Commissioners and Board of Fire Commissioners approved an Inter-local agreement that specified how fleet maintenance and repair would be accomplished. Paragraph 1.6 and paragraph 2.5 required the District to use services provided by the County. The District funded two mechanics who were employees of the County. The District paid the County for these positions including a markup for parts to cover overhead.

The Fire District has sufficiently enhanced and evolved the organization to where this function can be provided by the District. The District believes that providing fleet maintenance services and facility management in-house will result in improved financial and service efficiencies.

This amendment permits the District to make discretionary use of Washoe County Community Services Department when needed, rather than it be a mandatory provision. The District will continue to reimburse the County for whatever services it uses. The Fire

District is in process of hiring mechanic staff to replace the positions the District funded for the County.

**FISCAL IMPACT**

The adopted FY17 Washoe County budget for the Community Services Department has accounted for the two (2) fleet positions not being funded.

**RECOMMENDATION**

Staff recommends approval of the Addendum to Inter-local Agreement for Administrative & Technical Services between Washoe County and Truckee Meadows Fire Protection District.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation a possible motion would be:

*"Move to approve an Addendum to Inter-local Agreement for Administrative & Technical Services between Washoe County and Truckee Meadows Fire Protection District."*

**ADDENDUM TO INTERLOCAL AGREEMENT  
FOR ADMINISTRATIVE & TECHNICAL SERVICES**

This Addendum to Interlocal Agreement for Administrative & Technical Services (“Addendum”) is made and entered effective July 1, 2016 by and between Washoe County, a political subdivision of the State of Nevada (hereinafter “County”) and the Truckee Meadows Fire Protection District, a fire district organized pursuant to chapter 474 of the Nevada Revised Statutes (hereinafter “District”).

WHEREAS, the parties are public agencies authorized by chapter 277 of the Nevada Revised Statutes to enter into interlocal agreements for the performance of governmental services for each other; and

WHEREAS, the parties each have need for certain services, the County for fire related services north of Township 22N, and the District for certain administrative and technical support services at different levels, and both parties are able and willing to aid the other accordingly; and

WHEREAS, County and the District entered into the Interlocal Agreement For Administrative & Technical Services on June 12, 2012, to address their respective service needs, and they desire to amend and restate the entire Interlocal Agreement to further address, among other matters, certain county services, the distribution of fire fees collected by some county departments; and

WHEREAS, the District has enhanced and evolved the organization to where mechanical and fleet maintenance services may be more efficiently provided or managed by the District and the District Fire Chief may exercise all reasonable and prudent judgement to those service from other sources to address the service needs of the District; and

NOW THEREFORE, with full incorporation by this reference of all recitals set forth above, it is agreed between the parties:

1. Section 1.6 of the 2012 Interlocal Agreement is amended to provide as follows:

1.6 The County Community Services Department is authorized and may perform, as requested, capital construction, property management services and station maintenance, subject to District budget allocation as well as the same state and local law authorities and restrictions as govern the performance of these functions for the County. The District may request on-call incident-site fueling from the Washoe County Equipment Services Division and the costs of those services shall be paid to the County by the District on a cost reimbursement basis.

2. Section 2.5 of the 2012 Interlocal Agreement is deleted and the provisions of that section are no longer in effect.

IN WITNESS WHEREOF, the parties have set their hands with the intent to be bound.

**WASHOE COUNTY**

**TRUCKEE MEADOWS  
FIRE PROTECTION DISTRICT**

By: \_\_\_\_\_ By: \_\_\_\_\_  
Kitty K. Jung, Chair Kitty K. Jung, Chair

Date signed: \_\_\_\_\_ Date signed: \_\_\_\_\_

ATTEST:

ATTEST:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Clerk